**Jalaj S., MBA in Marketing**



138 Khaoyoi, Phetchaburi Thailand 76140 | +66822405132 | [lalajalaj@hotmail.com](mailto:lalajalaj@hotmail.com)

**Professional summary:**

**Experienced project manager offering 7.7 years of success leading all phases of diverse EMS and other projects**; MBA and EMS professional ; degrees in Management; and 6 years of New project Development and business Development experience.

**Business strategist;** plan and manage multimillion-dollar projects aligning business goals with technical solutions to drive process improvements, competitive advantage and bottom-line gains.

**Excellent communicator;** leverage technical, business and financial acumen to communicate effectively with client executives and their respective teams.

**Expert in agile and waterfall project management methodologies,** Able to manage large project teams and known for high-quality deliverables that meets or exceeds timeline and budgetary targets.

**PROFESSIONAL EXPERIENCE**

**PROGRAM NPI MANAGER**  *Cal comp Electronics Thailand, Jan 2012–Present*

**Responsibilities**: Responsible for delivering projects against agreed scope, budget, schedule & customer expectations. Doing this whilst supervising, directing & motivating teams of multi-discipline contractors & employees.

* Ensure an effective communication system is established to cover all issues encompassing meeting regimes – with the clients as well as within the factory.
* Business development and negotiation of commercial cost issues (such as MVA, NRE, RFQ etc.).
* Lead the team to fulfill requirement timely training for their responsibility.
* Identify new sales opportunities and monitoring project risks and scope creep to identify potential problems and proactively identifying solutions to address them in advance.
* Monitor and approve/Discuss all budgeted project expenditures.
* Manage all project funds according to established accounting policies and procedures.
* Escalating promptly any issues that may impact operations.
* Producing stage Plans, Highlight Reports, Meeting Minutes, Risk Logs, Requests for change.
* Providing strategic direction during the implementation stages.
* Periodic reporting of project status, production forecasts, driving material CTB to Customer and to top management.
* Providing DFM (design) input at every stage of a product’s development cycle to ensure efficient and cost effective manufacturing is possible.
* Evaluate model specific equipment and fixture requirements and liaise between customer and vendor to set them up in factory.
* Implement waste and productivity plans within a continuous improvement framework.
* Perform Weekly and Monthly Audits with team to ensure standards of quality in production.
* Promoting quality achievement and performance improvement across the organization.
* Manage Risk Assessment & Risk Mitigation by working with QA, PE and other teams
* Writing technical and management system reports (KPI, FPY, NPI Build and Ramp Up)
* Managing client expectations by ensuring the delivery of the highest quality service.
* Managing project plans, resource staffing, scheduling, and allocation of available resources.
* Perform and Evaluate Documentation Services, process, Tester verification and feedback to customers of any discrepancies.
* Monitoring staff & team performance.
* Quarterly Business Review with Customer and Top Management.

**Achievement Highlights:**

* Added major customers in portfolio (Aljazeera, Etisalat, Canal Plus, K+ and TATA Sky).
* Team Recognition Award by customer (Technicolor/DTV product).
* Special Team Recognition Award by customer (Technicolor/DTV product).
* Set up new facility in Mexico and its running business successfully.
* 2 times Appraisal by current company Calcomp Electronics Thailand

**PROGRAM NPI LEADER**, *Cal comp Electronics Thailand, Dec 2009– Jan 2012*

**Responsibility:** Commenced as a NPI Program Leader (New Product introduction) in one of Asia’s largest OEM (Original Equipment Manufacturers); eventually responsible as Project Coordination (NPI) for electronic products:

* Business development and negotiation of commercial cost issues (such as MVA, RFQ, Contract terms).
* Comprehensive understanding of product development
* Driving a Culture of Continuous Improvement
* Managing project plans, resource staffing, scheduling, and allocation of available resources.
* Developed, Planned and communicated key deliverables to customers which includes prototype and pilot build deadlines.
* Customer coordination which includes customer reviews and NREs approvals.
* Perform and Evaluate Documentation Services such as BOM, AVL, Test Plan, CAD Gerber Files, ECN/ECO and feedback to customers of any discrepancies.
* Conducted Post Build Review which includes Documentation of Tooling, DFx, Yield Reports and Product and Process Stability Review.
* Transferred Pilot Production (New Product) to Mass Production.
* Participation in various production audit (End customer audit, NDS security audit, C-TPAT).

**Project Marketing Assistant,** Thai 3B scientific Thailand, sept 2008– Nov 2009

**Responsibility:** To export scientific products like artificial limbs and other artificial body parts to south East Asian countries like South Korea Malaysia Singapore etc.

* Overall responsibility for customer relations and sales and further development of the brand in the local market
* Develop new business relationships and maintain existing ones
* Identify and implement measures needed to ensure that sales and cost objectives and other key performance indicators are met
* Development and execution of marketing plan
* Exhibition, congress and customer sales visits
* Develop strategies to develop margins and increase sales

**Sales Executive,** Bharti Airtel India, Mar 2007– Nov 2007

**Responsibility**: To market telecommunication services in remote areas of Central Region on India where such services were not available previously.

**Specialties**

|  |  |
| --- | --- |
| * Factories evaluation and assessment | * Source Development |
| * Manufacturing Process Excellence | * Vendor Quality |
| * Part/Product Design & Development | * Material Quality |
| * Testing and Measurement |  |

**SKILLS**

* Organizational skills - Analytical skills
* Well-developed interpersonal skills - Numeracy skills
* Commercial awareness - Communication skills
* Team working skills - Diplomacy
* Ability to motivate people - Management and leadership skills

**SPECIAL TRAINING**

* ISO System (ISO 9001:2008) - Communication skills for Professionals
* ERP system - ENERGY MANAGEMENT SYSTEM
* ISO 14001:2004 REQUIREMENTS

**EDUCATIONAL**

**Master of Business Administration (MBA),** Assumption University, Thailand Jan 2011(GPA:3.20/4)

**BA Management (Bachelor of Management),** Barkatulla University Bhopal, India Jun 2007 (57%)

**UNIQUE SELLING POINTS (USP)**

* Can Organize and Monitor a team
* Excellent Communication & Interpersonal Skills
* Self-Motivated
* Perfectionist
* Adaptability
* Comprehensive problem solving skills
* Presentation and Negotiation skills

**COMPUTER AWARENESS**

* MS Office (MS Word, MS Excel, MS Power Point and Outlook)

**LANGUAGE PROFICIENCY**

* English,
* Thai
* Hindi